

## eSMR<sup>2</sup> User Group Meeting

**Date:** February 6, 2008  
**Time:** 10am-11am  
**Room:** Teleconference (SWRCB Staff Only – OIT Quiet Room)  
**Teleconferencing Number:** 916-262-2271  
WebEx Session Name: eSMR User Group  
WebEx Password: water24  
WebEx URL: <http://waterboards.webex.com/waterboards>

Item	Description	Purpose	Time	Lead
1	Meeting Items	<ul style="list-style-type: none"><li>▪ Introductions</li><li>▪ Approve past minutes</li><li>▪ Review agenda</li><li>▪ Past Action Items</li></ul>	10-1005	All
2	Analytical Tool Mock-up	<ul style="list-style-type: none"><li>▪ Review mock-up</li><li>▪ Solicit suggestions</li></ul>	1005-1025	James Miers
3	eSMR <sup>2</sup> Mock-up Screens	<ul style="list-style-type: none"><li>▪ Review mock-ups</li><li>▪ Solicit suggestions</li></ul>	1025-1055	Don Swiden
4	Summary	<ul style="list-style-type: none"><li>▪ New action items</li></ul>	1055-11	All

**Past Action Items:**

Item #	Who	Action Item	Status/Notes
1	Darrin/Russ	Coding Process	Decide on policy of electronic submission process. Decide if submission is required in both electronic and paper format. Possibly break up into interim and long-term policy.
2	Don/All	DDLs	Review drop-down values used for electronic coding process and determine if there are any missing or no longer valid.
3	Hoang/Francisco Don/Rassam	Level 2 Design Draft	Mock-up screens creation. At conclusion of requirements gathering complete mock-up screens will be created.
4	Ron/Don	Discharger Submission	Review Mantis issues related to “discharger screen”, “error check”, and “CDF Tool”.
5	Don	Accelerated Monitoring	New. Discuss with Russ/Susan/Dan (1) interpretation, (2) how to handle, (3) develop a use case testing scenario to ensure system accommodates requirements.
6	Ron	Level 3 Process Flow	Develop level 3 process flow document.
7	Ron	Level 2 Requirements Document	Finalize level 2 requirements document.
8	Ron	Alpha/Beta Testing	Coordinate alpha and beta testing groups.
9	Darrin	UPEPA Upload	Policy on data transfer to USEPA.